

A Message Regarding Special Education Suspension/Expulsion Fields

In verifying districts' suspension/expulsion data for both the 2004 and 2005 school years, the Office of Special Education and Early Intervention Services (OSE/EIS) has identified a number of districts that did not report their discipline data on students with disabilities in the Single Record Student Database (SRSD).

It is essential that districts report all disciplinary action for students with disabilities in the upcoming SRSD submission.

Also, beginning with the fall 2007 collection, districts will be required to report both in-school and out-of-school suspensions/expulsions of students with disabilities. These new requirements are required by the U.S. Department of Education, Office of Special Education Programs. Districts will need to report both the total number of occurrences and the total number of days each student was suspended/expelled since the last SRSD submission cycle.

Please watch for more information on these new requirements in the upcoming months from the Center for Educational Performance & Information (CEPI) and the OSE/EIS. If you have any questions in the meantime, you can contact Darren E. Warner, Education Research Consultant for the Michigan Department of Education, at WarnerD@michigan.gov or (517) 241-0786.

Did You Know...?

Each of the 125 SRSD fields is required by legislation. Most of the fields in SRSD are used for multiple state and federal reports throughout the year. Here are two examples:

- Field 31: Supplemental Nutrition Eligibility is used to compute economically disadvantaged subgroups for Adequate Yearly Progress (AYP), and is the basis for a school's Title I funding.
- Field 23: District Exit Status and Field 24: Date Exited provide the official data for calculating a district's graduation and dropout rates.

Because SRSD data are used for so many reports, as well as providing a basis for school funding, it is very important to make sure your data are accurate and up-to-date. The CEPI Error Check software can help!

SRSD Checklist

CEPI has developed a checklist to assist districts and intermediate school districts (ISDs) in improving data quality in their SRSD submissions. This is an optional tool designed to make everyone's lives a little simpler. By using the checklist, districts and ISDs can reduce UIC resolution and correct data errors before their records are submitted to CEPI.

The checklist is available on the CEPI Web site, at: http://www.mi.gov/documents/cepi/SbmsnChklst_186907_7.pdf.

Good UIC Resolution Practices

CEPI contacted the UIC resolvers from five districts with outstanding UIC resolution statistics for fall 2006. (These districts were listed in the January 2007 edition of the "SRSD News You Can Use".) Here is some of the advice we received:

"[T]he only thing that comes to mind is that I am very careful to check all the details when assigning or linking UICs. "

-Anne Schimelpfenig, Pinckney Community Schools

"Successful UIC resolution is a team effort. The office staff at all three levels maintain complete, accurate and up-to-date records of all of our students. We communicate frequently between the Special Education Department, the Administrator's Office, the Technology staff, and each of the school offices. Our District receives supportive assistance from the Saginaw Intermediate School District Pupil Accounting staff."

*-Bruce Hawkins and Penny Malicoat
Frankenmuth School District*

Coming Up...

March 20, 2007 is the deadline for districts to submit SRSD data to their ISDs. ISDs will then have until April 4, 2007, to review their data and submit to CEPI.

May 30, 2007 is the last day of Phase 1 UIC Resolution. Please note that Phase 1 UIC Resolution can not begin until after the ISDs have uploaded their data to CEPI.